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**CONFIDENTIAL**

9 January 1953

**MEMORANDUM FOR:** Assistant Director, Collection and Dissemination  
 Assistant Director, Current Intelligence  
 Assistant Director, National Estimates  
 Assistant Director, Operations  
 Assistant Director, Research and Reports  
 Assistant Director, Scientific Intelligence  
 Chief, Organization and Methods

**SUBJECT:** Examination of Intelligence publications

MORI/CDF

**REFERENCE:** Memorandum from D/DCI to AD's, dated 18 December 1951,  
 subject as above

1. In partial pursuance of its responsibility under the referenced memorandum, this office, in connection with yours, initially undertook to establish categories of publications. This culminated in the DD/I memorandum of 6 March 1952 approving recommended categories. A review last August indicated no further problems in this regard.

2. The referenced memorandum charges this Office with conducting periodic reviews of existing intelligence publications. Accordingly, it would be appreciated if your responsible officer would meet in my office, room 1128 N Building, Wednesday, January 14 at 2:30 P.M. to conduct such a review and to discuss specifically the following questions:

a. What economies can be achieved with respect to such administrative aspects as format, dissemination, methods of reproduction, cost? [redacted]  
 [redacted] has been invited to join the discussion. /

b. Are the arrangements for the control of production in each office adequate to insure that only necessary publications are produced?

c. What measures can be instituted to appraise whether the intelligence publications produced by your office are satisfying consumer requirements?

d. To what extent do the [redacted] reports [redacted] support the production of intelligence publications?

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cc DD/I

JAMES Q. HUBER  
 Assistant Director  
 Intelligence Coordination  
 SECRET

J. Q. - Lee Drury,  
 14 Jan '52  
 Spec. Ass't (adm.)

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